United Nations ST/SGB/2008/1

Secretariat

1 January 2008

Secretary-General's bulletin

Amendments to the 100 Series of the Staff Rules (ST/SGB/2002/1)

The Secretary-General, pursuant to staff regulations 12.2, 12.3 and 12.4 and staff rule 112.2 (a), hereby promulgates the text of the amendments to the 100 Series of the Staff Rules promulgated in Secretary-General's bulletin ST/SGB/2002/1. The text of the amendments is attached to the present bulletin.

Section 1
Purpose

1.1 The text of the staff rule listed below is amended for the reasons set out in relation to that rule:

Rule 103.20 (e) (i), Education grant, is provisionally amended to provide that the grant shall be payable for up to four years of post-secondary studies.

1.2 Attached for insertion in the printed copy of ST/SGB/2002/1 are the new pages containing the provisional amendment to the Staff Rules and the changes in annex I to the Staff Regulations, and in the appendices to the Staff Rules.

Section 2
Final provisions

2.1 Unless otherwise indicated, the amendments introduced in the present bulletin shall enter into force on 1 January 2008.

2.2 The following bulletin is hereby abolished:

– ST/SGB/2007/8, entitled "Amendment to staff rules 103.20 and 203.8".

(*Signed*) **Ban** Ki-moon
Secretary-General

08-32428 (E) 150508

CHARTER OF THE UNITED NATIONS

Provisions relating to service of the staff

Article 8

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

Article 97

The Secretariat shall comprise a Secretary-General and such staff as the Organization may require. The Secretary-General shall be appointed by the General Assembly upon the recommendation of the Security Council. He shall be the chief administrative officer of the Organization.

Article 100

1. In the performance of their duties the Secretary-General and the staff shall not seek or receive instructions from any Government or from any other authority external to the Organization. They shall refrain from any action which might reflect on their position as international officials responsible only to the Organization.

2. Each Member of the United Nations undertakes to respect the exclusively international character of the responsibilities of the Secretary-General and the staff and not to seek to influence them in the discharge of their responsibilities.

Article 101

1. The staff shall be appointed by the Secretary-General under regulations established by the General Assembly.

2. Appropriate staffs shall be permanently assigned to the Economic and Social Council, the Trusteeship Council, and, as required, to other organs of the United Nations. These staffs shall form a part of the Secretariat.

3. The paramount consideration in the employment of the staff and in the determination of the conditions of service shall be the necessity of securing the highest standards of efficiency, competence and integrity. Due regard shall be paid to the importance of recruiting the staff on as wide a geographical basis as possible.

Article 105

1. The Organization shall enjoy in the territory of each of its Members such privileges and immunities as are necessary for the fulfilment of its purposes.

2. Representatives of the Members of the United Nations and officials of the Organization shall similarly enjoy such privileges and immunities as are necessary for the independent exercise of their functions in connection with the Organization.

3. The General Assembly may make recommendations with a view to determining the details of the application of paragraphs 1 and 2 of this Article or may propose conventions to the Members of the United Nations for this purpose.

* * *

The General Assembly established the Staff Regulations of the United Nations according to Article 101 of the Charter by resolution 590 (VI) of 2 February 1952 and amended them thereafter by resolutions 781 (VIII) and 782 (VIII) of 9 December 1953, resolution 882 (IX) of 14 December 1954, resolution 887 (IX) of 17 December 1954, resolution 974 (X) of 15 December 1955, resolution 1095 (XI) of 27 February 1957, resolutions 1225 (XII) and 1234 (XII) of 14 December 1957, resolution 1295 (XIII) of 5 December 1958, resolution 1658 (XVI) of 28 November 1961, resolution 1730 (XVI) of 20 December 1961, resolution 1929 (XVIII) of 11 December 1963, resolution 2050 (XX) of 13 December 1965, resolution 2121 (XX) of 21 December 1965, resolution 2369 (XXII) of 19 December 1967, resolutions 2481 (XXIII) and 2485 (XXIII) of 21 December 1968, resolution 2742 (XXV) of 17 December 1970, resolution 2888 (XXVI) of 21 December 1971, resolution 2990 (XXVII) of 15 December 1972, resolution 3008 (XXVII) of 18 December 1972, resolution 3194 (XXVIII) of 18 December 1973, resolutions 3353 (XXIX) and 3358 B (XXIX) of 18 December 1974, resolution 31/141 B of 17 December 1976, resolution 32/200 and decision 32/450 B of 21 December 1977, resolution 33/119 of 19 December 1978, decision 33/433 of 20 December 1978, resolution 35/214 of 17 December 1980, decision 36/459 of 18 December 1981, resolution 37/126 of 17 December 1982, resolution 37/235 C of 21 December 1982, resolution 39/69 of 13 December 1984, resolutions 39/236 and 39/245 of 18 December 1984, decision 40/467 of 18 December 1985, resolutions 41/207 and 41/209 of 11 December 1986, resolutions 42/221 and 42/225 of 21 December 1987, resolution 43/226 of 21 December 1988, resolution 44/185 of 19 December 1989, resolution 44/198 of 21 December 1989, resolutions 45/241 and 45/251 of 21 December 1990, resolution 45/259 of 3 May 1991, resolution 46/191 of 20 December 1991, resolution 47/216 of 12 March 1993, resolution 47/226 of 30 April 1993, resolutions 48/224 and 48/225 of 23 December 1993, resolutions 49/222 and 49/223 of 23 December 1994, resolution 49/241 of 6 April 1995, resolution 51/216 of 18 December 1996, resolution 52/252 of 8 September 1998, resolution 53/209 of 18 December 1998, resolution 53/221 of 7 April 1999, resolution 54/238 and decision 54/460 of 23 December 1999, resolution 55/223 of 23 December 2000, resolution 55/258 of 14 June 2001, resolution 56/244 of 24 December 2001, resolution 57/285 of 20 December 2002, resolution 57/307 of 15 April 2003, resolution 57/310 of 18 June 2003, resolution 58/285 of 8 April 2004, resolution 59/268 of 23 December 2004, resolution 59/283 of 13 April 2005, resolutions 60/238 and 60/248 of 23 December 2005, resolution 61/239 of 22 December 2006 and resolution 62/227 of 22 December 2007.

(b) The dependency rates of staff assessment under staff regulation 3.3 (b) (i) shall apply when:

(i) The staff member's spouse is recognized as a dependant under rule 103.24; or

(ii) The staff member provides substantial and continuing support to one or more of his or her children.

(c) Where both husband and wife are staff members whose salaries are subject to the staff assessment rates specified in staff regulation 3.3 (b) (i), and taking into account rule 104.10 (d), staff assessment shall apply to each at the single rate. If they have a dependent child or children, the dependency rate shall apply to the spouse having the higher salary level and the single rate to the other spouse.

Rule 103.18

Deductions and contributions

(a) There shall be deducted, each pay period, from the total payments due to each staff member:

(i) Staff assessment, at the rates and subject to the conditions prescribed in staff regulation 3.3 and rule 103.17;

(ii) Contributions to the United Nations Joint Staff Pension Fund in accordance with article 25 of the Regulations of the United Nations Joint Staff Pension Fund and rule 103.16.

(b) Deductions from salaries, wages and other emoluments may also be made for the following purposes:

(i) For contributions, other than to the United Nations Joint Staff Pension Fund, for which provision is made under these Rules;

(ii) For indebtedness to the United Nations;

(iii) For indebtedness to third parties when any deduction for this purpose is authorized by the Secretary-General;

(iv) For lodging provided by the United Nations, by a Government or by a related institution;

(v) For contributions to a staff representative body established pursuant to staff regulation 8.1, provided that each staff member has the opportunity to withhold his or her consent to, or at any time to discontinue, such deduction, by notice to the Secretary-General.

Rule 103.19

(Cancelled)

Rule 103.20

Education grant

Definitions

(a) For the purposes of this rule:

(i) "Child" means a child of a staff member who is dependent on the staff member for main and continuing support;

(ii) "Disabled child" means a child who is unable, by reasons of physical or mental disability, to attend a normal educational institution and requires special teaching or training to prepare him or her for full integration into society or, while attending a normal educational institution, requires special teaching or training to assist him or her in overcoming the disability;

(iii) "Home country" means the country of home leave of the staff member under rule 105.3. If both parents are eligible staff members, "home country" means the country of home leave of either parent;

(iv) "Duty station" means the country, or area within commuting distance notwithstanding national boundaries, where the staff member is serving.

Eligibility

(b) Subject to conditions established by the Secretary-General, a staff member shall be entitled to an education grant in respect of each child, provided that:

(i) The staff member is regarded as an international recruit under rule 104.7 and resides and serves at a duty station which is outside his or her home country;

(ii) The child is in full-time attendance at a school, university or similar educational institution; and

(iii) The appointment or assignment of the staff member is for a minimum of six months or, if initially for a period of less than six months, is extended so that total continuous service is at least six months.

(c) If a staff member eligible under paragraph (b) is reassigned to a duty station within his or her home country in the course of a school year, he or she may receive the education grant for the balance of that school year.

(d) The Secretary-General may also authorize payment of the education grant during mission service of not less than six months to a staff member regarded under rule 104.6 as a local recruit at his or her normal duty station.

Duration

(e) (i) The grant shall be payable up to the end of the school year in which the child completes four years of post-secondary studies;*

* Amendment to rule 103.20 (e) (i) is provisional in accordance with staff regulation 12.2.

(ii) The grant will not normally be payable beyond the school year in which the child reaches the age of twenty-five years. If the child's education is interrupted for at least one school year by national service, illness or other compelling reasons, the period of eligibility shall be extended by the period of interruption.

Amount of the grant

(f) The amounts to which a staff member may be entitled under the grant are set out in appendix G to these Rules.

(g) The amount of the grant to be paid when the staff member's period of service or the child's school attendance does not cover the full school year shall be prorated under conditions to be defined by the Secretary-General. No prorating shall be required when the staff member dies while in service after the beginning of the school year.

Travel

(h) A staff member to whom an education grant is payable under paragraphs (i), (ii) or (iv) of appendix G in respect of the child's attendance at an educational institution shall be entitled to travel expenses for the child of one return journey each scholastic year between the educational institution and the duty station, under conditions established by the Secretary-General. If travel to the duty station by the child is not possible, return travel by the staff member or spouse may be authorized in lieu of travel by the child, under conditions established by the Secretary-General.

(i) Two return journeys may be paid for children of eligible staff serving at designated duty stations, under conditions established by the Secretary-General.

Tuition in the mother tongue

(j) Tuition in the mother tongue under staff regulation 3.2 (c) may be reimbursed subject to conditions established by the Secretary-General.

Special education grant for disabled children

(k) A special education grant for disabled children shall be available to staff members of all categories, whether or not serving in their home country, provided that they have an appointment of six months or longer or have completed six months of continuous service. The amounts to which a staff member is entitled under the grant are set out in appendix G to these Rules, under conditions established by the Secretary-General.

Claims

(l) Claims for the education grant shall be made in accordance with conditions established by the Secretary-General.

Rule 103.21

Salary and allowances during mission assignments

(a) The Secretary-General may designate special mission assignments, including assignments for periods of one year or more, during which a mission subsistence allowance shall be authorized in lieu of the mobility and hardship allowance under rule 103.22, the assignment grant under rule 107.20 and any post adjustment to the area applicable under rule 103.7 (a). Where such a designation has been made, the mission subsistence allowance shall be payable to staff members

recruited or assigned from outside the area of the mission, and the salaries of staff members assigned from another duty station shall continue to be subject to the post adjustment and allowances, if any, applicable at the duty station from which the staff members were assigned.

(b) The Secretary-General shall set the rates and conditions for the mission subsistence allowance payable on each such assignment. Eligible staff members who have a dependent spouse or one or more dependent children may be authorized to receive a higher rate of mission subsistence allowance than staff members not having such dependants. Where both husband and wife are staff members who are entitled to mission subsistence allowance, and taking into account rule 104.10 (d), the allowance will be paid to each at the single rate. If they have a dependent child or children, the allowance will be paid at the dependency rate to the spouse having the higher salary level and at the single rate to the other spouse. The allowance may be paid wholly or partially in the currency of the mission area or in the form of provision of food and/or lodging in kind.

(c) The Secretary-General may pay a clothing allowance to staff members who are assigned to service with a mission in a tropical or arctic area. The United Nations shall provide uniforms and accessories, but no clothing allowance, to members of the Field Service who are required to wear them.

Rule 103.22

Assignment allowance

(Cancelled)

Rule 103.22

Mobility and hardship allowance

General provisions

(a) As an incentive to mobility and to compensate for hardship and non-removal of personal effects and household goods, a non-pensionable allowance composed of three elements - mobility, hardship and non-removal - shall be payable to staff members at rates approved by the General Assembly, under conditions set out in this rule and supplemented by the Secretary-General.

(b) Staff in the Professional category and above and in the Field Service category, and internationally recruited staff in the General Service category, shall be eligible for payment of the allowance when they have been initially appointed under these Rules to a duty station, or reassigned to a new duty station, under conditions which normally involve payment of the assignment grant.

Mobility element

(c) The mobility element of the allowance shall be payable provided that:

(i) The staff member is eligible under paragraph (b) above and has served in the United Nations common system for a period of five consecutive years; and

(ii) The staff member is assigned to a second or subsequent duty station. However, in the case of staff serving at headquarters duty stations or other duty stations classified in the same category for the purpose of this rule, three previous assignments shall be required, of which at least two must have been at duty stations classified at hardship levels established by the Secretary-General.

ANNEXES TO THE STAFF REGULATIONS

Annex I

SALARY SCALES AND RELATED PROVISIONS

1. The Secretary-General shall establish the salary of the Administrator of the United Nations Development Programme and the salaries of United Nations officials in the Director category and above, in accordance with amounts determined by the General Assembly, subject to the staff assessment plan provided in staff regulation 3.3 and to post adjustments wherever applied. If otherwise eligible, they shall receive the allowances that are available to staff members generally.

2. The Secretary-General is authorized, on the basis of appropriate justification and/or reporting, to make additional payments to United Nations officials in the Director category and above to compensate for such special costs as may be reasonably incurred, in the interests of the Organization, in the performance of duties assigned to them by the Secretary-General. Similar additional payments in similar circumstances may be made to heads of offices away from Headquarters. The maximum total amount of such payments is to be determined in the programme budget by the General Assembly.

3. Except as provided in paragraph 5 of the present annex, the salary scales and the scales of post adjustment for staff members in the Professional and higher categories shall be as shown in the present annex.

4. Subject to satisfactory service, salary increments within the levels set forth in paragraph 3 of the present annex shall be awarded annually, except that any increments above step XI of the Associate Officer level, step XIII of the Second Officer level, step XII of the First Officer level, step X of the Senior Officer level and step IV of the Principal Officer level shall be preceded by two years at the previous step. The Secretary-General is authorized to reduce the interval between salary increments to ten months and twenty months, respectively, in the case of staff subject to geographical distribution who have an adequate and confirmed knowledge of a second official language of the United Nations.

5. The Secretary-General shall determine the salary rates to be paid to personnel specifically engaged for short-term missions and conference and other short-term service, to consultants, to Field Service personnel and to technical assistance experts.

6. The Secretary-General shall fix the salary scales for staff members in the General Service and related categories, normally on the basis of the best prevailing conditions of employment in the locality of the United Nations office concerned, provided that the Secretary-General may, where he or she deems it appropriate, establish rules and salary limits for payment of a non-resident allowance to General Service staff members recruited from outside the local area. The gross pensionable remuneration of such staff shall be determined in accordance with the methodology specified in article 54 (a) of the Regulations of the United Nations Joint Staff Pension Fund and are shown in the salary scales applicable to such staff.

7. The Secretary-General shall establish rules under which a language allowance may be paid to staff members in the General Service category who pass an appropriate test and demonstrate continued proficiency in the use of two or more official languages.

8. In order to preserve equivalent standards of living at different offices, the Secretary-General may adjust the basic salaries set forth in paragraphs 1 and 3 of the present annex by the application of non-pensionable post adjustments based on relative costs of living, standards of living and related factors at the office concerned as compared to New York. Such post adjustments shall not be subject to staff assessment.

9. No salary shall be paid to staff members in respect of periods of unauthorized absence from work unless such absence was caused by reasons beyond their control or duly certified medical reasons.

Salary scale for staff in the Professional and higher categories showing annual gross salaries and net equivalents after application of staff assessment

(United States dollars)

Effective 1 January 2008

		STEPS														
Level		*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*	*XIV*	*XV*
USG	Gross	189 929														
	Net D	136 454														
	Net S	122 802														
ASG	Gross	172 546														
	Net D	125 155														
	Net S	113 332														
			•	•	•	•	•									
D-2	Gross	141 524	144 528	147 534	150 566	153 709	156 854									
	Net D	104 736	106 779	108 823	110 868	112 911	114 955									
	Net S	96 219	97 944	99 663	101 375	103 084	104 784									
						•	•	•	•	•						
D-1	Gross	129 304	131 944	134 579	137 219	139 859	142 496	145 135	147 775	150 431						
	Net D	96 427	98 222	100 014	101 809	103 604	105 397	107 192	108 987	110 780						
	Net S	89 129	90 689	92 245	93 797	95 346	96 892	98 432	99 971	101 505						
												•	•	•		
P-5	Gross	106 907	109 153	111 399	113 641	115 888	118 131	120 378	122 622	124 868	127 112	129 356	131 601	133 847		
	Net D	81 197	82 724	84 251	85 776	87 304	88 829	90 357	91 883	93 410	94 936	96 462	97 989	99 516		
	Net S	75 432	76 789	78 141	79 493	80 842	82 187	83 532	84 873	86 213	87 550	88 885	90 216	91 547		
														•	•	•
P-4	Gross	87 790	89 836	91 882	93 926	95 974	98 019	100 071	102 235	104 403	106 566	108 734	110 899	113 066	115 232	117 400
	Net D	67 709	69 182	70 655	72 127	73 601	75 074	76 548	78 020	79 494	80 965	82 439	83 911	85 385	86 858	88 332
	Net S	63 052	64 394	65 734	67 071	68 408	69 744	71 079	72 411	73 742	75 073	76 401	77 729	79 056	80 381	81 705
															•	•
P-3	Gross	71 729	73 622	75 518	77 410	79 306	81 197	83 090	84 986	86 881	88 774	90 669	92 560	94 457	96 349	98 242
	Net D	56 145	57 508	58 873	60 235	61 600	62 962	64 325	65 690	67 054	68 417	69 782	71 143	72 509	73 871	75 234
	Net S	52 408	53 662	54 918	56 171	57 427	58 679	59 932	61 188	62 440	63 694	64 944	66 195	67 443	68 693	69 943
													•			
P-2	Gross	58 401	60 097	61 790	63 485	65 179	66 871	68 567	70 257	71 953	73 649	75 340	77 038			
	Net D	46 549	47 770	48 989	50 209	51 429	52 647	53 868	55 085	56 306	57 527	58 745	59 967			
	Net S	43 662	44 769	45 872	46 978	48 082	49 188	50 312	51 432	52 557	53 679	54 799	55 924			
P-1	Gross	45 493	46 942	48 386	49 836	51 440	53 068	54 699	56 326	57 951	59 581					
	Net D	36 849	38 023	39 193	40 367	41 537	42 709	43 883	45 055	46 225	47 398					
	Net S	34 760	35 840	36 921	38 001	39 080	40 159	41 240	42 307	43 369	44 431					

D = Rate applicable to staff members with a dependent spouse or child.

S = Rate applicable to staff members with no dependent spouse or child.

• = The normal qualifying period for in-grade movement between consecutive steps is one year, except at those steps marked with an asterisk for which a two-year period at the preceding step is required.

Annex II

LETTERS OF APPOINTMENT

(a) The letter of appointment shall state:

(i) That the appointment is subject to the provisions of the Staff Regulations and of the Staff Rules applicable to the category of appointment in question and to changes which may be duly made in such regulations and rules from time to time;

(ii) The nature of the appointment;

(iii) The date at which the staff member is required to enter upon his or her duties;

(iv) The period of appointment, the notice required to terminate it and period of probation, if any;

(v) The category, level, commencing rate of salary and, if increments are allowable, the scale of increments, and the maximum attainable;

(vi) Any special conditions which may be applicable.

(b) A copy of the Staff Regulations and the Staff Rules shall be transmitted to the staff member with the letter of appointment. In accepting appointment the staff member shall state that he or she has been acquainted with and accepts the conditions laid down in the Staff Regulations and in the Staff Rules.

(c) The letter of appointment of a staff member on secondment from government service signed by the staff member and by or on behalf of the Secretary-General, and relevant supporting documentation of the terms and conditions of secondment agreed to by the Member State and the staff member, shall be evidence of the existence and validity of secondment from government service to the Organization for the period stated in the letter of appointment.

Annex IV

REPATRIATION GRANT

In principle, the repatriation grant shall be payable to staff members whom the Organization is obligated to repatriate and who at the time of separation are residing, by virtue of their service with the United Nations, outside their country of nationality. The repatriation grant shall not, however, be paid to a staff member who is summarily dismissed. Eligible staff members shall be entitled to a repatriation grant only upon relocation outside the country of the duty station. Detailed conditions and definitions relating to eligibility and requisite evidence of relocation shall be determined by the Secretary-General.

	Staff member with a spouse or dependent child at time of separation	*Staff member with neither a spouse nor dependent child at time of separation*	
		Professional and higher categories	*General Service category*
Years of continuous service away from home country	*Weeks of gross salary, less staff assessment, where applicable*		
1	4	3	2
2	8	5	4
3	10	6	5
4	12	7	6
5	14	8	7
6	16	9	8
7	18	10	9
8	20	11	10
9	22	13	11
10	24	14	12
11	26	15	13
12 or more	28	16	14

Appendix A

PENSIONABLE REMUNERATION FOR STAFF IN THE PROFESSIONAL AND HIGHER CATEGORIES AND SALARY SCALES AND PENSIONABLE REMUNERATION FOR STAFF IN THE FIELD SERVICE CATEGORY

Pensionable remuneration for staff in the Professional and higher categories

(United States dollars)

Effective 1 September 2007

	STEPS														
Level	*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*	*XIV*	*XV*
Under-Secretary-General															
USG	270 172														
Assistant Secretary-General															
ASG	249 714														
Director															
D-2	207 643	212 364	217 082	221 796	226 514	231 231									
Principal Officer															
D-1	188 733	192 604	196 474	200 336	204 207	208 269	212 417	216 563	220 703						
Senior Officer															
P-5	157 048	160 340	163 629	166 924	170 215	173 506	176 795	180 091	183 380	186 672	189 965	193 264	196 792		
First Officer															
P-4	128 194	131 367	134 532	137 700	140 875	144 040	147 209	150 382	153 549	156 715	159 882	163 062	166 226	169 395	172 567
Second Officer															
P-3	105 360	108 052	110 740	113 425	116 119	118 807	121 495	124 188	127 003	129 945	132 884	135 822	138 764	141 703	144 643
Associate Officer															
P-2	86 437	88 848	91 249	93 655	96 061	98 465	100 870	103 272	105 681	108 086	110 489	112 896			
Assistant Officer															
P-1	67 308	69 625	71 935	74 245	76 558	78 867	81 183	83 491	85 804	88 114					

Salary scale for staff in the Field Service category showing annual gross salaries and net equivalents after application of staff assessment

(United States dollars)

Effective 1 January 2008

Level		STEPS														
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
												•	•			
FS-7	Gross	87 243	89 403	91 558	93 710	95 863	98 019	100 187	102 463	104 749	107 029	109 310	111 597			
	Net D	67 315	68 870	70 422	71 971	73 521	75 074	76 627	78 175	79 729	81 280	82 831	84 386			
	Net S	62 692	64 119	65 541	66 965	68 384	69 744	71 231	72 651	74 074	75 495	76 875	78 240			
												•	•			
FS-6	Gross	72 218	74 200	76 185	78 163	80 142	82 125	84 107	86 096	88 074	90 054	92 036	94 017			
	Net D	56 497	57 924	59 353	60 777	62 202	63 630	65 057	66 489	67 913	69 339	70 766	72 192			
	Net S	52 733	54 044	55 361	56 671	57 980	59 294	60 605	61 921	63 229	64 538	65 847	67 153			
FS-5	Gross	61 824	63 513	65 203	66 892	68 585	70 275	71 968	73 658	75 353	77 043	78 733	80 425	82 115		
	Net D	49 013	50 229	51 446	52 662	53 881	55 098	56 317	57 534	58 754	59 971	61 188	62 406	63 623		
	Net S	45 894	46 995	48 098	49 205	50 325	51 445	52 567	53 685	54 808	55 929	57 049	58 167	59 286		
															•	•
FS-4	Gross	53 925	55 333	56 735	58 139	59 542	60 942	62 344	63 751	65 154	66 558	67 961	69 319	70 769	72 172	73 575
	Net D	43 326	44 340	45 349	46 360	47 370	48 378	49 388	50 401	51 411	52 422	53 432	54 410	55 454	56 464	57 474
	Net S	40 728	41 660	42 575	43 490	44 405	45 320	46 232	47 153	48 067	48 982	49 910	50 812	51 771	52 701	53 628
															•	•
FS-3	Gross	47 353	48 419	49 475	50 603	51 793	52 990	54 185	55 376	56 572	57 758	58 954	60 150	61 344	62 538	63 729
	Net D	38 356	39 219	40 075	40 934	41 791	42 653	43 513	44 371	45 232	46 086	46 947	47 808	48 668	49 527	50 385
	Net S	36 149	36 942	37 733	38 525	39 315	40 108	40 900	41 687	42 466	43 241	44 024	44 802	45 583	46 360	47 138
												•	•			
FS-2	Gross	42 072	43 007	43 949	44 883	45 821	46 758	47 653	48 632	49 572	50 571	51 625	52 678			
	Net D	34 078	34 836	35 599	36 355	37 115	37 874	38 599	39 392	40 153	40 911	41 670	42 428			
	Net S	32 211	32 909	33 607	34 306	35 004	35 705	36 372	37 105	37 803	38 504	39 202	39 901			
FS-1	Gross	37 451	38 277	39 099	39 923	40 744	41 573	42 398	43 219	44 044	44 867					
	Net D	30 335	31 004	31 670	32 338	33 003	33 674	34 342	35 007	35 676	36 342					
	Net S	28 777	29 389	30 001	30 612	31 224	31 840	32 455	33 065	33 679	34 293					

D = Rate applicable to staff members with a dependent spouse or child.
S = Rate applicable to staff members with no dependent spouse or child.
• = The normal qualifying period for in-grade movement between consecutive steps is one year, except at those steps marked with an asterisk, for which a two-year period at the preceding step is required.

Pensionable remuneration for staff in the Field Service category

(United States dollars)

Effective 1 September 2007

	STEPS														
Level	*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*	*XIV*	*XV*
FS-7	127 489	130 838	134 190	137 533	140 882	144 040	147 585	150 932	154 282	157 629	160 979	164 332			
FS-6	106 055	108 871	111 690	114 497	117 312	120 128	122 937	125 782	128 852	131 929	135 008	138 079			
FS-5	91 299	93 694	96 097	98 498	100 902	103 300	105 703	108 102	110 506	112 906	115 309	117 707	120 109		
FS-4	80 084	82 081	84 071	86 065	88 055	90 050	92 041	94 038	96 027	98 020	100 013	101 940	103 997	105 991	107 983
FS-3	70 281	71 979	73 674	75 369	77 058	78 757	80 454	82 144	83 842	85 526	87 224	88 919	90 618	92 309	94 007
FS-2	61 919	63 342	64 845	66 340	67 836	69 332	70 763	72 325	73 822	75 324	76 817	78 314			
FS-1	55 115	56 331	57 543	58 752	59 963	61 182	62 395	63 682	64 999	66 311					

Appendix B

SALARY SCALES FOR STAFF IN THE GENERAL SERVICE, SECURITY SERVICE, TRADES AND CRAFTS AND PUBLIC INFORMATION ASSISTANT CATEGORIES AT HEADQUARTERS

Salary scale for staff in the General Service category at Headquarters

(United States dollars)

Effective 1 November 2007

		STEPS										
Level		*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*
7	(Gross)	65 265	68 030	70 796	73 561	76 326	79 091	81 857	84 622	87 387	90 152	92 917*
	(Gross pension)	63 339	65 914	68 492	71 069	73 645	76 223	78 800	81 378	83 955	86 531	89 109*
	(Total net)	50 033	51 941	53 849	55 757	57 665	59 573	61 481	63 389	65 297	67 205	69 113*
	(Net pension)	50 033	51 941	53 849	55 757	57 665	59 573	61 481	63 389	65 297	67 205	69 113*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
6	(Gross)	58 507	60 894	63 390	65 886	68 381	70 877	73 372	75 868	78 364	80 859	83 355*
	(Gross pension)	57 183	59 418	61 654	63 911	66 236	68 562	70 888	73 215	75 541	77 867	80 193*
	(Total net)	45 295	47 017	48 739	50 461	52 183	53 905	55 627	57 349	59 071	60 793	62 515*
	(Net pension)	45 295	47 017	48 739	50 461	52 183	53 905	55 627	57 349	59 071	60 793	62 515*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
5	(Gross)	52 681	54 785	56 889	58 993	61 177	63 433	65 690	67 946	70 203	72 459	74 716*
	(Gross pension)	51 577	53 599	55 622	57 644	59 668	61 691	63 727	65 832	67 937	70 042	72 146*
	(Total net)	40 984	42 541	44 098	45 655	47 212	48 769	50 326	51 883	53 440	54 997	56 554*
	(Net pension)	40 984	42 541	44 098	45 655	47 212	48 769	50 326	51 883	53 440	54 997	56 554*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
4	(Gross)	47 434	49 338	51 242	53 146	55 050	56 954	58 858	60 817	62 859	64 901	66 943*
	(Gross pension)	46 532	48 364	50 195	52 025	53 855	55 686	57 516	59 347	61 178	63 009	64 899*
	(Total net)	37 101	38 510	39 919	41 328	42 737	44 146	45 555	46 964	48 373	49 782	51 191*
	(Net pension)	37 101	38 510	39 919	41 328	42 737	44 146	45 555	46 964	48 373	49 782	51 191*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
3	(Gross)	42 641	44 369	46 097	47 826	49 554	51 282	53 011	54 739	56 468	58 196	59 924*
	(Gross pension)	41 934	43 594	45 254	46 915	48 575	50 235	51 895	53 555	55 216	56 876	58 536*
	(Total net)	33 554	34 833	36 112	37 391	38 670	39 949	41 228	42 507	43 786	45 065	46 344*
	(Net pension)	33 554	34 833	36 112	37 391	38 670	39 949	41 228	42 507	43 786	45 065	46 344*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
2	(Gross)	38 413	39 916	41 476	43 039	44 603	46 166	47 730	49 293	50 857	52 420*	
	(Gross pension)	37 802	39 306	40 809	42 313	43 816	45 320	46 823	48 326	49 830	51 333*	
	(Total net)	30 378	31 535	32 692	33 849	35 006	36 163	37 320	38 477	39 634	40 791*	
	(Net pension)	30 378	31 535	32 692	33 849	35 006	36 163	37 320	38 477	39 634	40 791*	
	(NPC)	0	0	0	0	0	0	0	0	0	0*	
1	(Gross)	34 669	36 027	37 386	38 744	40 107	41 520	42 934	44 347	45 761*		
	(Gross pension)	34 059	35 418	36 778	38 136	39 495	40 854	42 213	43 573	44 931*		
	(Total net)	27 495	28 541	29 587	30 633	31 679	32 725	33 771	34 817	35 863*		
	(Net pension)	27 495	28 541	29 587	30 633	31 679	32 725	33 771	34 817	35 863*		
	(NPC)	0	0	0	0	0	0	0	0	0*		

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	2 052
Second language	1 026

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:
Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable salary is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable salary is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: The non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

Effective 1 November 2007

Level		STEPS											
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
7	(Gross)	86 771	90 157	93 542	96 928	100 313	103 699	107 084	110 470	113 855*				
	(Gross pension)	83 380	86 538	89 695	92 852	96 078	99 464	102 850	106 236	109 622*				
	(Total net)	64 872	67 208	69 544	71 880	74 216	76 552	78 888	81 224	83 560*				
	(Net pension)	64 872	67 208	69 544	71 880	74 216	76 552	78 888	81 224	83 560*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
6	(Gross)	80 352	83 504	86 657	89 809	92 961	96 113	99 265	102 417	105 570*				
	(Gross pension)	77 400	80 339	83 278	86 216	89 155	92 094	95 033	98 184	101 336*				
	(Total net)	60 443	62 618	64 793	66 968	69 143	71 318	73 493	75 668	77 843*				
	(Net pension)	60 443	62 618	64 793	66 968	69 143	71 318	73 493	75 668	77 843*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
5	(Gross)	73 887	76 817	79 748	82 678	85 609	88 539	91 470	94 400	97 330*				
	(Gross pension)	71 374	74 105	76 837	79 569	82 300	85 032	87 765	90 496	93 228*				
	(Total net)	55 982	58 004	60 026	62 048	64 070	66 092	68 114	70 136	72 158*				
	(Net pension)	55 982	58 004	60 026	62 048	64 070	66 092	68 114	70 136	72 158*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
4	(Gross)	67 341	70 026	72 712	75 397	78 083	80 768	83 454	86 139	88 825*				
	(Gross pension)	65 260	67 766	70 270	72 775	75 280	77 785	80 289	82 795	85 299*				
	(Total net)	51 465	53 318	55 171	57 024	58 877	60 730	62 583	64 436	66 289*				
	(Net pension)	51 465	53 318	55 171	57 024	58 877	60 730	62 583	64 436	66 289*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
3	(Gross)	62 800	64 907	67 014	69 122	71 229	73 336	75 443	77 551	79 658	81 765	83 872*		
	(Gross pension)	61 118	63 007	64 958	66 924	68 890	70 856	72 822	74 787	76 753	78 719	80 685*		
	(Total net)	48 332	49 786	51 240	52 694	54 148	55 602	57 056	58 510	59 964	61 418	62 872*		
	(Net pension)	48 332	49 786	51 240	52 694	54 148	55 602	57 056	58 510	59 964	61 418	62 872*		
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*		
2	(Gross)	56 472	58 249	60 028	61 933	63 839	65 745	67 651	69 557	71 462	73 368	75 274	77 180	79 086*
	(Gross pension)	55 229	56 936	58 643	60 349	62 056	63 778	65 554	67 330	69 106	70 882	72 658	74 433	76 208*
	(Total net)	43 789	45 104	46 419	47 734	49 049	50 364	51 679	52 994	54 309	55 624	56 939	58 254	59 569*
	(Net pension)	43 789	45 104	46 419	47 734	49 049	50 364	51 679	52 994	54 309	55 624	56 939	58 254	59 569*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	50 338	51 931											
	(Gross pension)	49 329	50 861											
	(Total net)	39 250	40 429											
	(Net pension)	39 250	40 429											
	(NPC)	0	0											

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	2 052
Second language	1 026

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:
Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable salary is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable salary is that part of net salary that is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: The non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Salary scale for staff in the Public Information Assistant and Tour Coordinator/Supervisor category at Headquarters

(United States dollars)

Effective 1 November 2007

Level		*STEPS*				
		I	*II*	*III*	*IV*	*V*
Tour Coordinator/Supervisor and Briefing Assistant[a]	(Gross)	57 262	60 097	63 130	66 164	69 197
	(Gross pension)	55 983	58 701	61 419	64 169	66 996
	(Total net)	44 374	46 467	48 560	50 653	52 746
	(Net pension)	44 374	46 467	48 560	50 653	52 746
	(NPC)	0	0	0	0	0
Public Information Assistant II and Tour Coordinator	(Gross)	50 423	52 605	54 788	56 970	59 153
	(Gross pension)	49 412	51 509	53 605	55 701	57 798
	(Total net)	39 313	40 928	42 543	44 158	45 773
	(Net pension)	39 313	40 928	42 543	44 158	45 773
	(NPC)	0	0	0	0	0
Public Information Assistant I	(Gross)	46 261	48 253			
	(Gross pension)	45 408	47 324			
	(Total net)	36 233	37 707			
	(Net pension)	36 233	37 707			
	(NPC)	0	0			

[a] Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

Public Information Assistant I	6 months
Public Information Assistant II	12 months

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Language allowances: not entitled.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable salary is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable salary is that part of net salary that is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: The non-pensionable component is that part of net salary excluded from the application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

Effective 1 November 2007

Level		STEPS						
		I	II	III	IV	V	VI	VII*
TC-8	(Gross)	80 139	82 935	85 730	88 526	91 322	94 117	96 913
	(Gross pension)	77 199	79 806	82 413	85 020	87 627	90 233	92 840
	(Total net)	60 296	62 225	64 154	66 083	68 012	69 941	71 870
	(Net pension)	60 296	62 225	64 154	66 083	68 012	69 941	71 870
	(NPC)	0	0	0	0	0	0	0
TC-7	(Gross)	75 094	77 730	80 367	83 003	85 639	88 275	90 912
	(Gross pension)	72 495	74 953	77 411	79 870	82 328	84 786	87 244
	(Total net)	56 815	58 634	60 453	62 272	64 091	65 910	67 729
	(Net pension)	56 815	58 634	60 453	62 272	64 091	65 910	67 729
	(NPC)	0	0	0	0	0	0	0
TC-6	(Gross)	70 055	72 529	75 003	77 477	79 951	82 425	84 899
	(Gross pension)	67 794	70 101	72 409	74 717	77 024	79 332	81 640
	(Total net)	53 338	55 045	56 752	58 459	60 166	61 873	63 580
	(Net pension)	53 338	55 045	56 752	58 459	60 166	61 873	63 580
	(NPC)	0	0	0	0	0	0	0
TC-5	(Gross)	65 028	67 339	69 651	71 962	74 274	76 586	78 897
	(Gross pension)	63 118	65 263	67 419	69 575	71 731	73 887	76 043
	(Total net)	49 869	51 464	53 059	54 654	56 249	57 844	59 439
	(Net pension)	49 869	51 464	53 059	54 654	56 249	57 844	59 439
	(NPC)	0	0	0	0	0	0	0
TC-4	(Gross)	60 000	62 151	64 301	66 452	68 603	70 754	72 904
	(Gross pension)	58 614	60 541	62 468	64 437	66 443	68 449	70 455
	(Total net)	46 400	47 884	49 368	50 852	52 336	53 820	55 304
	(Net pension)	46 400	47 884	49 368	50 852	52 336	53 820	55 304
	(NPC)	0	0	0	0	0	0	0
TC-3	(Gross)	55 300	57 161	59 022	60 946	62 942	64 938	66 933
	(Gross pension)	54 097	55 885	57 674	59 462	61 250	63 038	64 886
	(Total net)	42 922	44 299	45 676	47 053	48 430	49 807	51 184
	(Net pension)	42 922	44 299	45 676	47 053	48 430	49 807	51 184
	(NPC)	0	0	0	0	0	0	0
TC-2	(Gross)	50 630	52 334	54 038	55 742	57 446	59 150	60 916
	(Gross pension)	49 606	51 244	52 883	54 521	56 159	57 798	59 436
	(Total net)	39 466	40 727	41 988	43 249	44 510	45 771	47 032
	(Net pension)	39 466	40 727	41 988	43 249	44 510	45 771	47 032
	(NPC)	0	0	0	0	0	0	0
TC-1	(Gross)	45 908	47 464	49 019	50 574	52 130	53 685	55 241
	(Gross pension)	45 070	46 566	48 061	49 556	51 052	52 547	54 042
	(Total net)	35 972	37 123	38 274	39 425	40 576	41 727	42 878
	(Net pension)	35 972	37 123	38 274	39 425	40 576	41 727	42 878
	(NPC)	0	0	0	0	0	0	0

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	2 052
Second language	1 026

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:
The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable salary is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable salary is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: The non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Appendix F

SALARY SCALE FOR STAFF IN THE LANGUAGE TEACHER CATEGORY AT HEADQUARTERS

(United States dollars)

Effective 1 November 2007

Level		*STEPS*											
		I	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII**
Language Teacher	(Gross)	70 986	73 519	76 052	78 586	81 119	83 652	86 186	88 719	91 252	93 786	96 319	98 852
	(Gross pension)	68 659	71 022	73 385	75 748	78 110	80 474	82 837	85 200	87 563	89 926	92 289	94 652
	(Total net)	53 980	55 728	57 476	59 224	60 972	62 720	64 468	66 216	67 964	69 712	71 460	73 208
	(Net pension)	53 980	55 728	57 476	59 224	60 972	62 720	64 468	66 216	67 964	69 712	71 460	73 208
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

Work schedule: the yearly schedule of work consists of three terms of 13 weeks each. There is a summer recess and scheduled breaks between terms. Leave taken during the recess and the breaks in excess of the annual leave entitlement provided for in the Staff Rules is treated as special leave with pay.

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Language allowances: not entitled.

* Long-service step:
The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable salary is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable salary is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: The non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.